

SEMINOLE COUNTY GOVERNMENT

1101 EAST FIRST STREET, WEST WING
SANFORD, FLORIDA 32771

Comment Document – Initial Submittal

PROJECT NAME:	ST LUKES NEW DRIVEWAY - SITE PLAN	PROJ #: 26-06000020
APPLICATION FOR:	DR - SITE PLAN	
APPLICATION DATE:	5/27/26	
RELATED NAMES:	EP JOHN HERBERT	
PROJECT MANAGER:	AMY CANELO (407) 665-7354	
PARCEL ID NO.:	20-21-31-300-0140-0000	
PROJECT DESCRIPTION	PROPOSED SITE PLAN FOR A DRIVEWAY CONNECTION FROM SLAVIA RD TO ST LUKES ON 4.95 ACRES IN THE A-1 ZONING DISTRICT	
NO OF ACRES	4.95	
BCC DISTRICT	Bob Dallari	
CURRENT ZONING	A-1	
LOCATION	ON THE EAST CORNER OF W SR 426 AND SLAVIA RD	
FUTURE LAND USE-	LDR	
SEWER UTILITY	SEMINOLE COUNTY UTILITIES	
WATER UTILITY	SEMINOLE COUNTY UTILITIES	
APPLICANT:	CONSULTANT:	
STEVE LEHENBAUER ST LUKE'S CHURCH & SCHOOL 2021 SR 426 OVIDO FL 32765 (321) 282-8012	JOHN HERBERT AMERICAN CIVIL ENGINEERING 207 N MOSS RD WINTER SPRINGS FL 32708 (407) 765-9579	

County staff members have reviewed the subject development project and offer the following comments. The comments below are a compilation of comments from the ePlan review system. These items need responses with further information, data, explanation or revision of plans and documents before project approval.

Please itemize any and all revisions made to the development plan in addition to those made in response to staff comments; include a statement in your response to comments that no additional revisions have been made to the site plan beyond those stated.

PROTECT YOURSELF FROM FRAUDULENT INVOICES

Seminole County has received reports of fraudulent invoices targeting applicants in the Planning, Building Permitting, and Development Review processes. These invoices may appear professional and may use the County's logo, address, or terminology. However, they are not legitimate County communications. Seminole County never requests wire transfer payments for Planning or Building Permitting fees. All official fee invoices are issues through County online payment systems and can be verified by contacting the Development Services Department.

If you receive any invoice or payment request that appears suspicious or unfamiliar, contact the Planning Department at (407) 665-7371 or the Building Department at (407) 665-7050 prior to making any payment.

State Permits that may be required:

FDOT, FDEP- UTILITIES, SJRWMD, ENVIRONMENTAL REPORTS, ARCHEOLOGICAL REPORTS, FDEP- ENVIRONMENTAL, SJRWMD- ENVIRONMENTAL, FFW, IF APPLICABLE.

AGENCY/DEPARTMENT COMMENTS

NO	REVIEWED BY	TYPE	STATUS
1.	Buffers and CPTED	The roadway is within 25' of the adjacent residential property. The applicant residential property. The applicant will be required to provide a parking buffer 0.2 opacity 10' 1.00 3' minimum wall.	Info Only
2.	Buffers and CPTED	Please show on a landscape plan the required 10' wide buffer between the roadway and the residential place of property.	Info Only
3.	Buffers and CPTED	Please provide the buffer calculation on the landscape plan. Please refer to Sec. 30.14.10 on how to conduct the landscape buffers.	Info Only
4.	Environmental Services	Please exercise caution during construction of the driveway for existing utility infrastructure nearby.	Info Only
5.	Environmental Services	On Sheet 001_C1.0_COVER PLAN: Please update Seminole County's potable & reclaimed and sanitary sewer phone number to be: 407-665-2024.	Info Only
6.	Natural Resources	Based on preliminary analysis, there may be threatened and endangered wildlife on the subject property, especially gopher tortoises. A threatened and endangered study along with a species of special concern survey will be required. Please submit the threatened and endangered report prior to or at final site plan approval.	Unresolved
7.	Natural Resources	Please add the specific tree species name and a unique identification number (ex: #35, 24' live oak tree) for ease of reference on the tree removal plan/table.	Unresolved

8.	Natural Resources	It is presumed that the oak with a 65" DBH is a live oak. A Historic Tree is any live oak, bald cypress, or longleaf pine thirty-six (36) inches or greater DBH that is determined by Seminole County to be of such unique and intrinsic value to the general public because of its size, age, historic association or ecological value as to justify this classification. SCLDC 2.3. All reasonable efforts need to be made to preserve this historic tree. Please revise the site plan, diverting the road around this oak, providing sufficient clearance for the trees root system as well. If redesigning the proposed driveway is unfeasible, then alternatively a tree risk assessment, detailing the condition of the tree, can be provided to the County for the Natural Resource Officer to review. However, an explanation as to why redesigning the driveway is unfeasible would be required.	Unresolved
9.	Natural Resources	Please show a single row of silt fence placed at the limits of disturbance on the site plan or as separate erosion control plan for erosion control. Silt fence must be trenched into the ground.	Unresolved
10.	Planning and Development	A portion of the roadway is encroaching onto parcel 20-21-501-00000-0080. This roadway needs to be located entirely parcel 20-21-31-300-0140-0000.	Info Only
11.	Planning and Development	Please revised the existing land use to state the Low Density Residential.	Unresolved
12.	Planning and Development	Could you please clarify why there is a proposed driveway to 1983 W SR 426, Oviedo, that is adjusting to the subject property.	Unresolved
13.	Planning and Development	On the site plan, please revised use to state new private access driveway to improve vehicle access to St. Lukes campus.	Unresolved
14.	Planning and Development	On the site plan there is a proposed driveway apron. Will this be connecting to the existing single-family residence? If so, please revise to show the connection of the driveway on the site plan. If not connecting, please advised on the reason for the proposed apron in the response to comments	Unresolved

15.	Public Safety - Addressing	On the C4.0_SITE PLAN and the C3.1_EXISTING CONDITIONS, please list the subject and adjacent parcel numbers within their respective boundary lines in the drawings. The subject parcel number is 20-21-31-300-0140-0000, the adjacent parcel to the northeast is parcel 20-21-31-300-017A-0000, and adjacent parcels to the east are 21-21-31-300-003A-0000 and 21-21-31-300-003B-0000, and the adjacent parcel to the south is 20-21-31-300-0100-0000.	Unresolved
16.	Public Safety - Addressing	Will the proposed driveway just be lining up to "Slavia Road", or is it a proposed extension of "Slavia Road"?	Question
17.	Public Safety - Addressing	(Posting) Address numbers shall be made of durable weather resistant material, shall be permanently affixed to the structure and posted fronting the street the structure is addressed to. The colors of the numbers shall contrast the surrounding background of the structure, so it stands out and is clearly visible from both directions of the addressed street. SCLDC 2026-12 Sec. 90.5(a). Addresses are entered into the County map and used directly by the 911 call centers. *Address numbers are to be permanently installed facing the street the structure is addressed to. If there is a mailbox, minimum 4" in height numbers are required on both sides. Addressing Policy 2017-001	Info Only
18.	Public Safety - Addressing	(Posting) Residential building structures which are over fifty (50) feet from the street shall be required to use five (5) inch or larger numbers. SCLDC 2026-12 Sec. 90.5 (5). In addition, if the address numbers are not plainly legible and visible from the street or road fronting the property, the address numbers shall also be posted on both sides of a fence, post, sign or mailbox located at the entrance to the property. Numbers shall be visible from both directions of the street. SCLDC 2026-12 Sec. 90.5 (8) & Addressing Policy 2026-006	Info Only
19.	Public Safety - Addressing	(Address Assignment) The existing address on the property, parcel 20-21-31-300-0140-0000, is 2005 W SR 426, Oviedo, FL 32765. Please ensure the address number(s) are posted on the structure and at the entrance to the property, if not visible from the street. *Address numbers are to be installed facing the street where the structure is addressed to. SCLDC 2026-12 Sec. 90.5 (7), (8), (9) & Addressing Policy 2026-006	Info Only

20.	Public Works - Engineering	Proposed silt fencing does not appear to contain the retention area. Please revise SWPP to enclose entire limits of construction.	Unresolved
21.	Public Works - Engineering	Proposed site plan does not include retention pond. Please include all proposed construction on sheet C4.0, Site Plan.	Unresolved
22.	Public Works - Engineering	There is a conflict between sheets C5.1 and C7.0 regarding the driveway profile. The driveway cross section shows a normal crown profile whereas the driveway connection details specify an inverted crown. If there are different pavement profiles, please revise plans to indicate which sections of driveway are inverted. Otherwise, revise plans to show correct profiles where appropriate.	Unresolved
23.	Public Works - Engineering	There are unlabeled, orange hash areas on several sheets adjacent to the proposed crosswalk. Please identify these areas in the legend.	Unresolved
24.	Public Works - Engineering	Additional information is required for the gradient plan. Please include spot elevations within the proposed crosswalk to show that it meets ADA requirements and spot elevations within the proposed driveway and drainage structures.	Unresolved
25.	Public Works - Engineering	For retention ponds, one foot of freeboard is required for the design storm. Provided stormwater report shows a maximum stage for the 25yr/24hr storm at 41.35'. Please revise stormwater design to meet the requirements for freeboard.	Unresolved
26.	Public Works - Engineering	Proposed traffic lights and easement grant cannot be located within the retention area. Please revise retention pond to exclude this area.	Unresolved
27.	Public Works - Engineering	Proposed centerline radius for the curve is less than 100'. Per Seminole County Public Works Engineering Manual, no road may have a centerline radius of less than 100'. Curves with less than a 180' center line radius require widening the pavement by 3' on each side and a 100' taper. Please revise driveway curve to address these requirements.	Unresolved

28.	Public Works - Engineering	Comment The site plan and survey do not seem to agree with regards to the location of the unnamed road right-of-way and proposed driveway. On several sheets, the driveway appears to extend into the right-of-way and neighboring parcel. Additionally, the 15' unnamed right-of-way has been vacated. Please revise sheets and survey to show correct locations and extents of these features.	Unresolved
29.	Public Works - Engineering	Swale drainage for the proposed driveway is not appropriate. Please revise driveway plans to provide curb and gutter drainage.	Unresolved
30.	Public Works - Engineering	Proposed connection to SR-426 must be permitted by FDOT. Please submit proof of permit.	Unresolved
31.	Public Works - Engineering	Please add structure details for proposed drainage piping to show adequate separation from the base of the driveway.	Unresolved
32.	Public Works - Engineering	Traffic signal modifications must be submitted to and approved by Seminole County Public Works Traffic Engineering.	Unresolved
33.	Public Works - Engineering	A sediment washout basin is required for temporary construction entrances. Please add a washout basin to the SWPP.	Unresolved
34.	Public Works - Engineering	Due to the nature and extent of comments made. Additional comments may be made upon resubmittal.	Unresolved
35.	Public Works - Impact Analysis	No review required.	Info Only

AGENCY/DEPARTMENT EFORM COMMENTS AND PROJECT STATUS

This section shows the reviewers of this project from the various County agencies.

DEPARTMENT	STATUS	REVIEWER
Buffers and CPTED	Corrections Required	Amy Canelo 407-665-7354 acanelo@seminolecountyfl.gov
Comprehensive Planning	No Review Required	Maya Athanas 407-665-7388 mathanas@seminolecountyfl.gov
Environmental - Impact Analysis	No Review Required	Becky Noggle 407-665-2143 bnoggle@seminolecountyfl.gov
Environmental Services	Approved	Maliha Rahman 407-665-2033 mrahman@seminolecountyfl.gov
Natural Resources	Corrections Required	Christina Seckinger 407-665-7391 cseckinger@seminolecountyfl.gov
Planning and Development	Corrections Required	Amy Canelo 407-665-7354 acanelo@seminolecountyfl.gov
Public Safety - Addressing	Corrections Required	Lily Kay 407-665-5045 lkay@seminolecountyfl.gov
Public Safety - Fire Marshal	Approved	Matthew Maywald 407-665-5177 mmaywald@seminolecountyfl.gov
Public Works - Engineering	Corrections Required	Andrew Broxton 407-665-0311 abroxton@seminolecountyfl.gov
Public Works - Impact Analysis	No Review Required	Arturo Perez 407-665-5716 aperez07@seminolecountyfl.gov

The next submittal, as required below, will be your:

☒ 1st RESUBMITTAL

DATE	RESUBMITTAL FEE DUE	ROUTE TO THESE STAFF MEMBERS FOR FURTHER REVIEW:
08/06/2026	The application fee allows for the initial submittal plus two resubmittals. <i>Note: No resubmittal fee for Small Site Plans or Special Exceptions</i>	Amy, Andrew, Christina, Lily
The initial application fee allows for the initial submittal review plus two resubmittal reviews. For the fourth review and each subsequent review, the resubmittal fees are as follows: Major Review (3+ reviewers remaining) – 50% of original application fee Minor Review (1-2 reviewers remaining) – 25% of original application fee Summary of Fees: http://www.seminolecountyfl.gov/departments-services/development-services/planning-development/fee-information/fee-summary.stml NOTE: Other fees may be due. See comments for any additional fees due for your development project. (example: Addressing fee)		

Upon completion of your plan review process, Planning and Development staff must authorize and stamp plans for construction use. Once you receive an approval letter from Seminole County, the site contractor must contact Seminole County Planning and Development Inspections to schedule a pre-construction conference prior to the start of any site work. Upon issuance of the site permit, your approved drawings and/or documents will be released to you through the ePlan System. For questions regarding this process, please consult the Electronic Plan Review Applicant User Guide <http://www.seminolecountyfl.gov/core/fileparse.php/3321/urlt/ePlanApplicantUserGuide.pdf>

Cities:

Altamonte Springs	(407) 571-8000	www.altamonte.org
Casselberry	(407) 262-7700	www.casselberry.org
Lake Mary	(407) 585-1449	www.lakemaryfl.com
Longwood	(407) 260-3440	www.longwoodfl.org
Oviedo	(407) 971-5555	www.cityofoviedo.net
Sanford	(407) 688-5000	www.sanfordfl.gov
Winter Springs	(407) 327-1800	www.winterspringsfl.org

Other Agencies:

Florida Dept of Transportation	FDOT	www.dot.state.fl.us
Florida Dept of Enviro Protection	FDEP	(407) 897-4100 www.dep.state.fl.us
St. Johns River Water Mgmt Dist	SJRWMD	(407) 659-4800 www.sjrwmd.com
Health Department	Septic	(407) 665-3621

Other Resources:

Flood Prone Areas www.seminolecountyfl.gov/gm/building/flood/index.aspx

